



**Tenth
United Nations Congress
on the Prevention of Crime
and the Treatment of Offenders**

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Information for participants

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I. Background

1. The United Nations congresses on the prevention of crime and the treatment of offenders trace their origin to the international penitentiary congresses that had been organized by the International Penal and Penitentiary Commission (IPPC) since the nineteenth century. In 1950, the General Assembly, in its resolution 415 (V), authorized the transfer of the functions of IPPC to the United Nations, and approved the initiative whereby the United Nations would undertake, *inter alia*, to convene every five years a worldwide congress, so as to provide a forum for discussion of priority concerns by policy makers, administrators, academicians and other professionals in the field. Those intergovernmental forums have served as a stimulus for work in the field of criminal justice and the interest generated by them over the years has increased considerably. The First United Nations Congress on the Prevention of Crime and the Treatment of Offenders was attended by 61 countries and territories, while the Ninth Congress was attended by approximately 2,500 participants, including representatives of 138 Governments. A similar, but probably higher, number is expected to attend the Tenth Congress.

2. The enlarged mandate of the United Nations, as well as the increased interest in and recognition of the important work being accomplished by the Organization, led to calls by Member States for a strengthened United Nations programme in crime prevention and criminal justice, to be provided with resources commensurate to the work to be undertaken. A review of the functioning and programme of work of the United Nations in that field, initiated at the Seventh Congress, led to the establishment by the Economic and Social Council, in February 1992, of the Commission on Crime Prevention and Criminal Justice as one of its functional commissions. The Secretary-General also decided to upgrade the Crime Prevention and Criminal Justice Division of the Secretariat to the Centre for International Crime Prevention, one of the two pillars of the Office for Drug Control and Crime Prevention of the Secretariat.

3. The statement of principles and programme of action of the United Nations crime prevention and criminal justice programme, annexed to General Assembly resolution 46/152 of 18 December 1991, stipulates, in paragraph 29, that:

"The United Nations congresses on the prevention of crime and the treatment of offenders,

as a consultative body of the programme, shall provide a forum for:

"(a) The exchange of views between States, intergovernmental organizations, non-governmental organizations and individual experts representing various professions and disciplines;

"(b) The exchange of experiences in research, law and policy development;

"(c) The identification of emerging trends and issues in crime prevention and criminal justice;

"(d) The provision of advice and comments to the Commission on Crime Prevention and Criminal Justice on selected matters submitted to it by the Commission;

"(e) The submission of suggestions, for the consideration of the Commission, regarding possible subjects for the programme of work."

4. To date, nine congresses have been held. The First United Nations Congress on the Prevention of Crime and the Treatment of Offenders was held in Geneva in 1955; the Second Congress, with the Government of the United Kingdom of Great Britain and Northern Ireland acting as host, was held in London in 1960; the Third Congress, with the Government of Sweden acting as host, was held in Stockholm in 1965; the Fourth Congress, with the Government of Japan acting as host, was held in Kyoto in 1970; the Fifth Congress was held at the Palais des Nations, Geneva, in 1975; the Sixth Congress, with the Government of Venezuela acting as host, was held in Caracas in 1980; the Seventh Congress, with the Government of Italy acting as host, was held in Milan in 1985; the Eighth Congress, with the Government of Cuba acting as host, was held in Havana in 1990; and the Ninth Congress, with the Government of Egypt acting as host, was held in Cairo in 1995.

5. The Ninth Congress was the first to be held after the establishment of the Commission. That Congress invited the Commission to establish an open-ended intergovernmental working group to draft a code of conduct for combating transnational organized crime and to request the views of Governments on the elaboration of relevant international instruments. The results achieved by the working group led to the establishment by the General Assembly of an Ad Hoc Committee on the Elaboration of a Convention against Transnational Organized Crime. The Ad Hoc Committee is also drafting the following three Protocols supplementing the Convention: the

Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children; the Protocol against the Illicit Manufacturing of and Trafficking in Firearms, Their Parts and Components and Ammunition; and the Protocol against the Smuggling of Migrants by Land, Air and Sea.

6. In its resolutions 53/110 and 54/125, the General Assembly requested the Tenth Congress to elaborate a single declaration containing its recommendations on the various substantive items of its agenda, to be submitted through the Commission and the Council to the Millennium Assembly for consideration and action. The Commission, at its eighth session, prepared the preliminary draft of a declaration on crime and justice (A/CONF.187/4, annex) to reflect the main theme of the Congress. The Council, in its decision 1999/261, decided to transmit the preliminary draft to the Tenth Congress. The Assembly requested the Commission at its ninth session, which will be held immediately following the Tenth Congress, from 18 to 20 April 2000, to give priority attention to the conclusions and recommendations of the Tenth Congress, with a view to recommending, through the Council, appropriate follow-up by the General Assembly.

7. The following regional preparatory meetings were held to prepare for the Tenth Congress: Asian and Pacific Regional Preparatory Meeting for the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held in Bangkok from 2 to 4 November 1998; Western Asian Regional Preparatory Meeting for the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held in Beirut from 11 to 13 November 1998; African Regional Preparatory Meeting for the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held in Kampala from 7 to 9 December 1998; and Latin American and the Caribbean Regional Preparatory Meeting for the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held in San José from 22 to 24 February 1999.

II. Date and venue

8. The Tenth Congress will be held in the Austria Center Vienna, Am Hubertusdamm 6, 1200 Vienna, from 10 to 17 April 2000.

III. Appointment of Mr. Pino Arlacchi as Secretary-General of the Tenth Congress

9. Mr. Pino Arlacchi, Executive Director of the Office for Drug Control and Crime Prevention of the Secretariat, has been appointed Secretary-General of the Tenth Congress, and Mr. Jan van Dijk, Officer-in-Charge of the Centre for International Crime Prevention of the Office, has been appointed Executive Secretary of the Tenth Congress. Mr. Jonathan Lucas will serve as the Secretary of the Congress.

IV. Pre-Congress consultations

10. The Tenth Congress will be preceded by pre-Congress consultations open to all participating delegations to be held on 9 April at the Austria Center Vienna. The consultations will address all procedural and organizational matters to be dealt with by the Congress, such as the election of officers, the distribution among the regional groups of offices in the General Committee, the adoption of the agenda and organization of work and the appointment of members of the Credentials Committee.

V. Opening of the Congress and seating arrangements

11. The formal opening of the Congress will take place on Monday, 10 April 2000, at 10 a.m. at the Austria Center Vienna. Delegates are requested to be in their seats by 9.45 a.m.

12. At the opening of the Congress (Halls A, B and C) and at subsequent meetings of the plenary (Halls A and B) on the 02 level of the Austria Center Vienna, each government delegation will be assigned eight seats, four at the table plus four in the row behind. Specifically identified seating facilities will be available for other participants in the Congress.

13. In the Committee I and Committee II halls (Halls E and F) on level 01, each national delegation will have four seats, two at the table and two in the row behind.

VI. General theme, agenda and programme of work

14. The General Assembly decided, in its resolution 53/110 of 9 December 1998, that the main theme of the Tenth Congress is "Crime and justice: meeting the challenges of the twenty-first century". At the opening of the Congress, the Centre for International Crime Prevention will present the overview of the Secretary-General of the United Nations on the state of crime and criminal justice worldwide.

15. The substantive agenda items to be considered by the Congress, as approved by the Assembly, are as follows:

- (a) Promoting the rule of law and strengthening the criminal justice system;
- (b) International cooperation in combating transnational crime: new challenges in the twenty-first century;
- (c) Effective crime prevention: keeping pace with new developments;
- (d) Offenders and victims: accountability and fairness in the justice process.

Annotations on the substantive agenda items of the Congress are contained in document A/CONF.187/1. A discussion guide on those themes has been issued as document A/CONF.187/PM.1. It can be accessed on the World Wide Web at <http://www.uncjin.org>.

16. The Assembly also endorsed the holding of four technical workshops with a practical orientation on the following subjects:

- (a) Combating corruption;
- (b) Community involvement in crime prevention;
- (c) Women in the criminal justice system;
- (d) Crimes related to the computer network.

17. The General Assembly also decided that the Tenth Congress should hold a high-level segment on 14 and 15 April 2000, to allow heads of State or Government or government ministers to focus on the main theme of the Congress. The high-level segment will serve as a platform for Governments to commit themselves politically in the fight against crime, especially transnational crime, trafficking in persons, money-

laundering and corruption, as part of an integral strategy to foster human security. It will help identify common goals and strategies, as well as establish concrete, time-bound targets to meet those goals. In line with the decision of the Assembly, special attention will be given to establishing ways and means of making operational the provisions of the draft United Nations Convention against Transnational Organized Crime, especially taking into account the needs of developing countries in the area of capacity-building. The high-level segment is expected to conclude with the adoption of a single declaration on crime and justice.

18. A proposed timetable for the work of the Congress will be circulated for consideration by the Congress in document A/CONF.187/1, annex, and the programme of meetings will be printed in the daily *Journal*, giving details about the daily activities and information such as titles, times and locations of meetings, agenda items to be considered and relevant documentation.

VII. Participation

19. In accordance with the provisional rules of procedure for United Nations congresses on the prevention of crime and the treatment of offenders A/CONF.169/2, as approved by the Economic and Social Council in its resolution 1993/32, annex, the following categories of participants will take part in the Congress:

- (a) Representatives of States, officially designated by their Governments, the credentials for whom are to be issued by the head of State or Government or by the minister for foreign affairs;
- (b) Representatives designated by organizations that have received a standing invitation from the General Assembly to participate as observers in the sessions and work of all international Congresses convened under the auspices of the General Assembly;
- (c) Representatives of United Nations organs and related agencies;
- (d) Observers designated by other intergovernmental organizations;
- (e) Observers designated by non-governmental organizations;

(f) Individual experts in the field of crime prevention and the treatment of offenders invited by the Secretary-General to participate as observers in their individual capacity;

(g) Expert consultants invited by the Secretary-General;

(h) Officials of the United Nations Secretariat.

20. Experts and non-governmental organizations who wish to participate are advised to communicate their interest to the Secretary of the Congress at their earliest convenience. Provisions governing Congress participants who are not delegates of Member States are set out in the provisional rules of procedure of the Tenth Congress (A/CONF.187/2).

21. All costs of participation will be the responsibility of participating Governments for their delegations, of intergovernmental and non-governmental organizations for their representatives and of individuals for their own participation. There is no registration fee to participate in the Tenth Congress.

VIII. Registration

22. In accordance with rules 1, 2 and 3 of the provisional rules of procedure for the Tenth Congress, the delegation of each State participating in the Congress should consist of a head of delegation and such other representatives, alternative representatives and advisers as may be required. The credentials (full name, title, address and facsimile) of representatives, alternative representatives and advisers should be submitted by the head of State or Government or by the Minister for Foreign Affairs to the Secretary of the Congress, if possible not later than two weeks before the opening of the Congress. Changes in the composition of delegations should be submitted to the Secretary of the Congress.

23. The contact address for the Secretary of the Tenth Congress is:

Mr. Jonathan Lucas
Secretary
Tenth United Nations Congress on the Prevention of
Crime and the Treatment of Offenders
Office for Drug Control and Crime Prevention
United Nations Office at Vienna
P. O. Box 500, A-1400 Vienna, Austria

For general information regarding the Congress, please also contact:

Ms. Maureen McGregor
Centre for International Crime Prevention
Telephone: (0043-1) 26060, ext. 5278
Facsimile: (0043-1) 26060-5841
E-mail: maureen.mcgregor@cicp.un.or.at

24. Admission to the Austria Center Vienna will require the presentation of identification cards at all times. All participants in the Congress—Government representatives and representatives of United Nations programmes and specialized agencies, of accredited intergovernmental and non-governmental organizations, as well as individual experts—are therefore required to register in the Congress registration area of the Austria Center Vienna, located in the entrance hall (OE level).

25. Registration will begin on Saturday, 8 April 2000, at 10 a.m., and the desk will remain open until 6 p.m. The registration desk will be open on 9 and 10 April 2000, from 8 a.m. to 6 p.m. For the remaining period of the Congress, the registration desk will be open from 8.30 a.m. to 6 p.m. Participants arriving between 5 and 7 April 2000 may also register for the Congress, between 9 a.m. and 4 p.m., at the registration desk in the Vienna International Centre, Wagramer Strasse 5, 1400 Vienna. Public transport to the Vienna International Centre is by subway line U1 to Kaisermühlen station.

IX. Languages and records of the Congress

26. The six official languages of the Congress are Arabic, Chinese, English, French, Russian and Spanish. Statements made in a language of the Congress during the meetings of the Plenary, Committee I and Committee II will be interpreted into the other languages of the Congress. A representative may speak in a language other than the languages of the Congress if he or she informs the Secretariat beforehand and provides for interpretation into one of the official languages of the Congress. Official documents of the Congress will be made available in the six official languages of the Congress.

27. Each seat in the Congress halls at the Austria Center Vienna in which simultaneous interpretation is available will be provided with a portable receiving set and a headphone. Participants are requested not to remove these

from the meeting rooms so that the equipment may be checked and, if necessary, batteries may be reloaded before the next meeting takes place.

28. The Secretariat of the United Nations has prepared documents to guide consideration of each item of the provisional agenda of the Tenth Congress, as well as background papers on the workshops. In addition, the Congress will have before it other documents, such as the reports of the regional preparatory meetings.

X. Submission of papers

29. The General Assembly, in its resolution 54/125, encouraged Governments to submit national position papers on different agenda items and called for contributions from the academic community and relevant scientific institutions. To the extent possible, those reports should contain specific recommendations to be considered by the Congress, including those to be included in the declaration to be adopted. They may also contain relevant research findings, examples of best practices and indications of ways to further common objectives and joint strategies with the United Nations and other stakeholders. Assessments of existing needs could be accompanied by proposals for meeting them.

30. National statements and/or position papers prepared by participating States will be distributed at the Congress in the languages and quantities provided by the Governments. It is suggested that the following minimum numbers of copies be provided:

<i>Language</i>	<i>Number of copies</i>
English only	600
English plus French or Spanish	425 copies in English; 175 copies in French or Spanish
English plus Arabic	425 copies in English; 175 copies in Arabic
English plus French and Spanish	375 copies in English; 125 copies in French; 100 copies in Spanish
English plus Russian	425 copies in English; 100 copies in Russian
English plus Chinese	425 copies in English; 10 copies in Chinese

31. If the suggested number of copies cannot be provided, 300 is the absolute minimum number necessary for distribution to cover one copy per delegation and limited copies for Secretariat use. The availability of reproduction facilities for delegates at the Congress site cannot be guaranteed, and it is strongly recommended that sufficient quantities be brought or shipped to the Congress site by the delegations well before the Congress.

32. In order to properly identify the national papers as background documents to the Tenth Congress, the symbol A/CONF.187/G/... (to be followed by the name of the country) should be clearly indicated on the upper right hand corner of the cover page. When more than one paper is presented, each paper should be numbered sequentially after the name of the country (for example, A/CONF.187/G/name of the country/1,2,3...). The cover page should, below that symbol, further indicate the date and language(s) of submission. Finally, so as to comply with United Nations practice, the following footnoted disclaimer should be included in the paper: "The designations employed, the presentation of material and the views expressed in this paper are those of the Government of [name of the country], and do not necessarily reflect the views of the Secretariat of the United Nations in any of these respects".

33. In order to assure that national papers are available at the Tenth Congress without failure, sufficient time for delivery and customs clearance should be allowed, especially when air freight is not used.

34. The specialized agencies, intergovernmental and non-governmental organizations in consultative status with the Economic and Social Council and individual experts may also prepare background information on specific questions pertaining to the subject matter under consideration (see paras. 30 and 31 for recommended languages and quantities).

35. United Nations specialized agencies, funds and programmes, international governmental organizations and individual experts are requested to send an electronic version of their papers to the Secretariat, indicating the date and language(s) of submission. The Secretariat will then provide a cover page with a symbol by return e-mail in order to properly identify the papers. The Secretariat e-mail address is emil.wandzilak@cicp.un.or.at

36. Information copies of all national statements and/or position papers and other relevant documents should be submitted as soon as possible to the Executive Secretary of

the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders:

Mr. J. van Dijk
Executive Secretary
Tenth United Nations Congress on the Prevention of
Crime and the Treatment of Offenders
Officer-in-Charge
Centre for International Crime Prevention
Office for Drug Control and Crime Prevention
P. O. Box 500, A-1400 Vienna, Austria
Telephone: (0043-1) 26060, ext. 4229
Facsimile: (0043-1) 2606-5898

37. The bulk shipment of government national papers should be addressed to:

Tenth United Nations Congress on the Prevention of
Crime and the Treatment of Offenders
c/o Mr. E. Wandzilak
Centre for International Crime Prevention
Office for Drug Control and Crime Prevention
P. O. Box 500, A-1400 Vienna, Austria
Telephone (0043-1) 26060, ext. 4279
Facsimile: (0043-1) 26060-5898
E-mail: emil.wandzilak@cicp.un.or.at

38. The main documents distribution counter will be located at the delegates entrance of the Austria Center Vienna (OE level) behind the security checkpoint. Each delegation will be assigned an individual box at the documents distribution counter, in which all documents issued during the Congress will be placed. To determine exact requirements, each delegation is requested to advise the documents distribution counter of its daily requirements, specifying the number of copies of each document required and the language(s) in which it wishes to receive them during the Congress. The quantity requested should be sufficient to cover all requirements, since it will not be possible to provide complete sets of documents after the end of the Congress.

XI. Information and the media

39. A Congress website has been developed to provide general information on the Congress. Relevant documents for the Congress will be posted on the website as they become available. The website address is <http://www.uncjin.org/>

40. Facilities for media coverage will be available at the Austria Center Vienna.

41. Daily press briefings by the spokesperson for the Executive Director of the Office for Drug Control and Crime Prevention will be given in the press briefing room (01 level). That room can also be used for press conferences by officers of the Congress, delegations and other participants. Requests for press conferences or briefings should be directed to the spokesperson.

42. Media representatives who would like to cover the Congress may request additional information from one of the following officers in, respectively, New York and Vienna:

Mr. Sandro Tucci
Spokesperson for the Executive Director
Office for Drug Control and Crime Prevention
P. O. Box 500
A-1400 Vienna, Austria
Telephone: (0043-1) 26060 ext. 5629
Facsimile: (0043-1) 26060-5875

Mr. Bill Hass
Public Information Officer
Development and Human Rights Section
Department of Public Information
Room S-1040
United Nations Headquarters
New York, New York 10017, United States of
America
Telephone: + (1) (212) 9630353
Facsimile: + (1) (212) 9631186

43. The Press Centre established for the duration of the Congress will be located on the 01 level of the Austria Center Vienna. The area will include a press working area, press briefing room, documents distribution area for members of the media, photocopying and, on a commercial basis, telephone and facsimile facilities.

44. Members of the media wishing to cover the Congress should apply for accreditation to:

Ms. Veronika Mayerhofer
United Nations Information Service, Vienna
P. O. Box 500
A-1400 Vienna, Austria
Telephone: (0043-1) 26060 ext. 3342
Facsimile: (0043-1) 21346-3342
E-mail: veronika.mayerhofer@unis.un.or.at

There will be a press accreditation counter in the entrance hall of the Austria Center Vienna (on the left side).

XII. Visas, travel and hotel reservations

45. Participants requiring visas are requested to contact the nearest Austrian Embassy or Consulate or any diplomatic or consular authority of a State participating in the Schengen Agreement and acting on behalf of Austria in order to obtain a visa. States participating in the Schengen Agreement are: Belgium, France, Germany, Greece, Italy, Luxembourg, the Netherlands, Portugal and Spain. Visa applications should be accompanied by a copy of the official invitation from the United Nations and other relevant information required for the issue of the visa. Visa applications should be submitted no later than three to four weeks prior to the date of departure. The following website indicates the location of the nearest Austrian Embassy or Consulate in each country: <http://www.bmaa.gv.at/botschaften/botschaftindex.html.en>

46. AUSTROPA INTERCONVENTION is the suggested travel agent in Vienna for hotel reservation requests. Participants wishing to take advantage of this service are invited to contact Ms. Helga EISMAYR, telephone (0043-1) 588-00-517, and/or Ms. Sarah RUMPEL, telephone (0043-1) 588-00-519, facsimile (0043-1) 315-56-50, at AUSTROPA INTERCONVENTION, Währinger Straße 6-8, A-1090 Vienna, Austria, e-mail austropa.congress@verkehrsbuero.at, and to complete the application form that can be accessed at <http://www.verkehrsbuero.at/crime.htm>. A block hotel reservation has been made until 1 March 2000. Booking requests received after 1 March 2000 are subject to availability. It is also possible to book hotel accommodation on line at the following Internet website: <http://info.wien.at/e/hotel/index.htm>

47. The Austrian Airlines Aviation Group, acting as the official carrier for the Tenth Congress, is offering tariff reductions for Congress participants. Participants are requested to contact the nearest Austrian Airlines, Tyrolean Airways or Lauda Air office or travel agent for information on flights and fares. The Austrian Airlines contact person in Vienna is Ms. Gamauf, Fontanastrasse 1, 1107 Vienna, telephone (0043-1) 1766-22-52, facsimile (0043-1) 68-55-05. Participants travelling from the United States wishing to take advantage of this service are requested to contact CONFERENCES INTERNATIONAL, INC., 1101 Worcester Road, Suite 401, Framingham,

Massachusetts, 01701-5249, United States of America, telephone (508) 872-4455, toll free 1-800-221-8747, facsimile (508) 872-5566, e-mail conferences@conferencesintl.com. In order to benefit from the offer, participants are requested to present the letter of invitation and refer to CODE-CCP00/OSCN.

XIII. Facilities at the Congress site

48. Participants arriving at the Austria Center Vienna by taxi may wish to be dropped off directly in front of the main entrance. Those arriving at the Austria Center Vienna or the Vienna International Centre by underground transport (*U-Bahn*) should take line U1 and get off at the station "Kaisermühlen—Vienna International Centre" and follow the signs to the Austria Center Vienna. A variety of public transport tickets are available. Tickets may be purchased in transport locations and at tobacco shops (*Tabak Trafik*) throughout Vienna.

49. An airport bus service operates from Vienna International Airport to the City Air Terminal (Hilton Hotel) at a cost of 70 Austrian schillings, including luggage. Journey time is approximately 20 minutes. Buses run every 20 minutes from 7.50 a.m. to 7.30 p.m., and every 30 minutes from 7.30 p.m. to 7.30 a.m.

50. During the Congress, the Austrian authorities will provide security outside the Congress premises. The United Nations Security and Safety Service will be responsible for security on the Congress premises. Specific requests regarding security arrangements on the Congress premises and related matters should be addressed to the Chief of the United Nations Security and Safety Service, room FOE21, United Nations Office at Vienna, P. O. Box 500, A-1400 Vienna, Austria, telephone (0043-1) 26060, ext. 3903, 3904 or 3905).

51. Delegations and their permanent missions may rent office space at the Austria Center Vienna during the Congress. Interested delegations are invited to contact, as of 14 February 2000, the Director of Project Management of the Austria Center Vienna, Ms. Alice Baar, Am Hubertusdamm 6, 1200 Vienna, Austria, telephone (0043-1) 26069-2323, facsimile (0043-1) 269-22-66, Internet <http://www.acv.at>, e-mail: org@acv.at

52. No commercial photocopying, typing facilities or services are available at the Austria Center Vienna.

53. Coffee lounges and other catering services will be available for Congress participants at the Austria Center Vienna. Restaurants are available outside the Austria Center Vienna within easy reach by public transport or on foot.

54. The post office at the Austria Center Vienna will be operational as of Monday, 10 April 2000, and will be open daily from 8 a.m. to 6 p.m.

55. The United Nations Office at Vienna is a smoke-free environment. During the Congress, smoking is only allowed in clearly designated areas in the delegates' lounges and coffee bars, where "Smoking permitted" signs will be displayed.

56. The Raiffeisen Bank, in the Andromeda Tower (Donau City Strasse 6), in front of the Austria Center Vienna, is open on Mondays, Tuesdays, Wednesdays and Fridays from 8 a.m. to 3 p.m., and on Thursdays from 8 a.m. to 5.30 p.m. The Bank offers special conditions for exchanging foreign currency to participants issued with grounds passes. Bank facilities are also available in the Vienna International Centre at the Creditanstalt-Bankverein, on the first floor of Building C, and at Bank Austria, at the entrance of Building D.

57. The use of cellular telephones and laptop computers during meetings can be disruptive. Participants are requested to ensure that such equipment is switched off during meetings.

for certain supermarkets at the airport and major railway stations.

60. Pharmacies in Vienna are generally open on weekdays from 8 a.m. to noon and from 2 to 6 p.m., and on Saturdays from 8 a.m. to noon. Outside those hours, there is a pharmacy open in each district of the city. The addresses of the pharmacies that are open outside regular working hours are posted on the door of every pharmacy.

61. Additional information on Vienna can be found on the following web site: <http://wtv.magwien.gv.at/e/index.html>

XIV. Useful information about Vienna

58. The official language of Austria is German. The currency unit is the schilling. The schilling is subdivided into groschen (100 groschen = 1 schilling). There are bank branches and currency exchange offices at the Vienna International Airport, in the hotels and at the Austria Center Vienna, as well as in various locations throughout Vienna. The banks accept major international currencies that are convertible into Austrian schillings and vice versa. Credit cards are also accepted by major hotels and restaurants, as well as by many shops.

59. Shops in Vienna are generally open on weekdays from 9 a.m. to 6 p.m. and on Saturdays from 9 a.m. to 1 p.m. Larger stores and shopping centres are generally open on weekdays from 9 a.m. to 6 p.m. and on Saturdays from 9 a.m. to 5 p.m. Shops are closed on Sundays, except